

COLEFORD BAPTIST CHURCH
FIRST REPORT & FINANCIAL STATEMENTS
For the period from 29 June 2023 to 31 December 2023

Registered charity number 1203797

Coleford Baptist Church
First Report & Financial Statements for the CIO
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LEGAL AND ADMINISTRATIVE INFORMATION

Charitable Status: Coleford Baptist Church is a Registered Charity. No. 234789

Managing Trustees: Lorraine Beard

Mary Ellen Davis (Secretary)

Samuel Davis (Minister)

Anne Eastaugh

Ivor Green (Treasurer)

Barbara Swinyard

Geraint Williams (Minister)

Gwynneth Weaver

Custodian Trustee: Baptist Union of Great Britain

Independent Examiner: N/A. There were no financial transactions during this period

Bankers: N/A. The church will not be incorporated until 1 July 2024.

Church Address: Baptist Chapel, Newland Street, Coleford, Gloucestershire, GL16 8AN

THE TRUSTEES' ANNUAL REPORT FOR 2023

Until 1 July 2024 Coleford Baptist Church is functioning as the charitable unincorporated organisation charity number 234789 also known as Coleford Baptist Church. The first meeting of the trustees of the CIO is planned for 8 July 2024, and of all the members on 15 July 2024.

Legal and administrative information on page 3 forms part of this report.

Structure, Governance and Management

The Charity will be governed by a constitution based on the Approved Governing Document for Baptist Churches. It is a charitable incorporated organisation. The trustees and the membership of the CIO on 1 July 2024 will be identical to those of the unincorporated organisation on 30 June 2024. New members of the Church will be accepted in accordance with the constitution which requires them to be or to have been publicly baptised on the profession of faith in Jesus Christ or following other modes of baptism to renew their public profession of faith in Jesus Christ.

The members Meeting normally will take place at least 4 times per year and will have responsibility for the overall policy of the church. In accordance with the Constitution, the members may appoint up to nine Trustees, who together with the Ministers, (who are also appointed by the Members), are responsible for the day to day running of the church's work and witness, and the financial and legal aspects of the charity. The trustees will decide who from among themselves will be the secretary and treasurer, but this must be approved by a church meeting. All members are encouraged to take an appropriate part in the spiritual and practical tasks involved in the furtherance of the charitable objective.

The trustees who have served during the year are set out on Page 3. Managing trustees are appointed by the members of Coleford Baptist Church and serve for a period of three years after which time, they may, if nominated again, stand for re-election, although initially some will serve for a first term of only one or two years, so that approximately a third will retire each year. The trustees will meet at least monthly. The ultimate authority is the church meeting, though legally the trustees are responsible for the decisions made by the church.

The Custodian Trustees: Baptist Union of Great Britain. The title deeds of Coleford Baptist Church and the Church Manse at 43 Staunton Rd, Coleford, Glos GL16 8EA are held by The Baptist Union of Great Britain at Didcot.

Relevant matters may be submitted to the Church meeting by the Trustees, or may be raised by members. Though the Constitution permits decisions to be made at Church meetings by appropriate majorities, the Church seeks to work by consensus wherever possible.

Objectives and Activities

The principal purpose of the charity is the advancement of the Christian faith according to the principles of the Baptist denomination to include the advancement of education, community service and such other general charitable purposes in such parts of the United Kingdom and the world as the Church shall determine.

To achieve the principal objective, which is set out above, the Church will provide a variety of activities both to its membership and to the community generally. The aim is to show the love of Jesus Christ in both word and deed and to bring people into a closer relationship with Him as living Lord. Central to the work and witness of the Church is the provision of regular public services of Christian worship.

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These services will take place each Sunday at 10.30 am, some of which will probably be shared with the Church of England. There will also be a weekly meeting for prayer. The church will seek to be a friendly and welcoming community, and anybody will be free to attend any of the services.

The Church plans to run a series of small groups for the growth of faith and discipleship in the homes of some members or elsewhere, and further details of these can be obtained from the Ministers on request, or at the Sunday services of worship.

The Church plan to run a Toddler Group in the Church premises on Friday mornings, with the purpose of assisting the community and demonstrating the love of Jesus Christ. The Church will run other activities for Families with young children.

The church building will regularly be hired to other charities, including one which works with people with health conditions or impairments, the community choir, groups for children/young people, some services of the County Council and some activities of the local Church of England parish.

The Church will operate systems to ensure that all people working with children and vulnerable adults are appropriately vetted by the Disclosure and Barring Service.

The church has read the Charity Commission guidance on public benefit and is satisfied that the activities outlined above clearly demonstrate that the charity is providing a benefit to the public.

Achievements and Performance

The Church will not measure the success of its programmes only in numbers, including financial numbers, but also in less tangible areas like fellowship and encouragement. The Trustees recognise that these are difficult to measure but believe that it will be able to pursue its mission purposes in 2024 with enthusiasm.

At 31 December 2023 the membership of the unincorporated organisation stood at 44. Average attendance at worship services increased slightly during the year. The Toddler Group was well attended, and the Saturday 'café' for Families with young children proved popular.

The church expected to continue its involvement in activities organised by the town such as the Carnival of Transport and the Music Festival, and one of the ministers is now a school governor.

Financial Review

The Church will continue to raise the funds which it needs to carry on its activities from within its own membership and congregation. Extra funds are expected to be produced by providing refreshments for visitors to the Carnival of Transport on Easter Monday. No wider public appeal for funds is planned during next year. The CIO had no income or expenditure in 2023, because it will not take over from the unincorporated organisation until 1 July 2024. The church does expect to receive some income from hiring out its building, or parts of it, though this will increase the price of utilities etc.

The most significant expense will be related to the employment of the Minister (two part-time Ministers for the first half of July 2024) of the Church, to lead and co-ordinate the church's activities including the Sunday Services, to provide pastoral care for the congregation and other people, and to equip and encourage the membership in their life, Christian witness and service.

The Church will express its part in the life of the wider church by making grants to national and international Christian organisations and societies with Christian aims and objectives compatible with the church's own charitable purpose. It also plans to sponsor or donate to other local charities.

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The Church will be heavily dependent on its membership working as volunteers in all aspects of the church's activities, many of which run with little or no impact on the church's expenditure, but nevertheless contribute substantially to the achievement of the church's objectives.

Although there were no financial results for the year, there is an accompanying financial section together with a summary of the accounting policies which will be used.

Review of Activities

The only activities of the CIO were in connection with its planned inception on 1 July 2024.

Public Benefit

The trustees plan to comply with their duty under Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Risk Review

The trustees will review and assess the major risks to which the church is exposed, and systems have been, and continue to be established, to mitigate those risks.

Reserve Policy

The policy of the trustees is to retain sufficient reserves to enable the smooth day to day running of the church to continue. Free reserves available for use by the Church are deemed to be those that are readily realisable, less funds whose uses are restricted or else designated for particular purposes. The calculation thus excludes property and fixed assets that will continue to be used in the day to day running.

As a matter of policy, each year the Trustees will review the level of free reserves. The Board will consider our exposure to major risks in terms of their likely impact on its income sources and planned expenditure in the medium term. They will also consider the opportunities available to them for expansion and growth in the facilities and activities of the Church.

The present target for free reserves is £22,177, approximately equal to 3 months payments.

Trustees' responsibilities for the Financial Statements

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position and enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees will take advantage of section 133 of the Charities Act 2011 and will prepare the accounts on a receipts and payments basis. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Shared with the trustees and signed on their behalf by



Mary Ellen Davis, Secretary

RECEIPTS AND PAYMENTS ACCOUNTS

The CIO will have no receipts or payments or assets until 1 July 2024.

STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER

The CIO has no funds, property or other assets until it receives them from the unincorporated organisation on 1 July 2024.

It will then have the beneficial use of the following:

- Church Building at Newland Street, Coleford
- Manse (Freehold land and buildings) at 43 Staunton Road, Coleford

The title deeds of Coleford Baptist Church and the Church Manse at 43 Staunton Rd, Coleford, Glos GL16 8EA are held by The Baptist Union of Great Britain at Didcot.



Mary Ellen Davis

Secretary

Ivor Green

Treasurer

NOTES TO THE ACCOUNTS

1 Accounting Policies

Basis of accounting

The basis of accounting will be by Receipts and Payments.

Voluntary Income

Voluntary income will be received by way of donations and gifts and is included in full in the Receipts and Payments Account when received by the bank.

Tax Reclaim on Donations and Gifts

Income resources from tax claims will be included in the Receipts and Payments Accounts at the time of receipt not at the time of the gift to which they relate.

Payments

Payments will be included on a cash basis and will be allocated directly to payment headings.

Fund accounting

Funds held by the church will be either:

Unrestricted funds

Unrestricted funds are donations and other income received or generated for the objects of the charity without further specific purpose and is available as general funds.

Restricted funds

Restricted funds are donations that can only be used for particular restricted purposes within the objects of the church. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds

Designated funds are unrestricted funds earmarked by the Managing Trustees for particular purposes.

2 Funds

Chapel Maintenance Fund (Restricted)

This fund will be for capital projects, improvements and maintenance to the Church building and its surrounding land.

Outreach Restricted Fund (Restricted)

This fund is for money given specifically for reaching out to those outside the Church.

Gifts for Specific Causes Fund (Restricted)

The church will sometimes collect donations in support of a specific cause and then makes donations to other charities in support of these causes in furtherance of the church's objectives. Such donations will be held in a restricted fund until they are donated to the specific cause.

The charities which the church expect to support are several Baptist ones, Spurgeons Childcare, Christians Against Poverty, Forest Brass, Coleford Carnival of Transport and Coleford Music Festival.

Audio & Visual & Music Fund (Designated)

This fund is for the purpose of improving and maintaining the sound, visual equipment and musical equipment.

Manse Maintenance Fund (Designated)

This fund is for capital projects, improvements and maintenance to the Manse and its surrounding land.

Reserve Fund (Designated)

This fund will be to hold surplus funds, in case of a financial emergency.

Outreach Designated Fund (Designated)

This fund is for money given specifically for reaching out to those outside the Church, including Tiggys (which is for pre-school children and their parents/carers), and Tiggys Family Café, but not limited to those.

3 Related Party Transactions

Sam Davis will be employed by the church as minister. He is a connected person to Mary Ellen Davis, a Trustee of Coleford Baptist Church.